National
Endowment
for the Arts

FAUBION

Application
Guidelines
Fiscal Years
1983 and 1984

Visual Artists Fellowships

83/84

Visual Artists Fellowships
Application Calendar

Fellowship Area	Application Deadline	Announcement of Grant Award or Rejection	Earliest Fellowship Beginning Date
Conceptual/Performance/ New Genres	Jan. 15, 1983	Sept. 1983	Oct. 1983
Video	Jan. 15, 1983	Sept. 1983	Oct. 1983
Painting	Feb. 4, 1983	Sept. 1983	Oct. 1983
Printmaking/Drawing/ Artists Books	Mar. 4, 1983	Sept. 1983	Oct. 1983
Critical Writing	Jan. 4, 1984	Sept. 1984	Oct. 1984
Photography	Jan. 26, 1984	Sept. 1984	Oct. 1984
Sculpture	Feb. 15, 1984	Sept. 1984	Oct. 1984
Crafts	Mar. 15, 1984	Sept. 1984	Oct. 1984

Individuals may apply only once, and in only one fellowship area, for any of the 1983-84 deadlines listed above. Applications must be postmarked no later than the appropriate deadline date indicated above. NO LATE APPLICATIONS WILL BE ACCEPTED. Please do not seek information on the status of your application before the announcement date for your area noted above.

NOTE: This booklet contains guidelines for individuals only. Brief descriptions of the Visual Arts Program's categories of support for organizations can be found on page 9. Detailed information and application instructions are contained in a separate guideline booklet, "VISUAL ARTS/GRANTS TO ORGANIZATIONS," available from the Visual Arts Program.

October 1982

Preface

The National Endowment for the Arts, an independent agency of the federal government, was created in 1965 to encourage and assist the nation's cultural resources. The Endowment is advised by the National Council on the Arts, a presidentially appointed body composed of the Chairman of the Endowment and 26 distinguished private citizens who are widely recognized for their expertise or interest in the arts. The Council advises the Endowment on policies, procedures, and programs, in addition to making recommendations on grant applications.

Statement of the National Council on the Arts on Goals and Basic Policy of the National Endowment for the Arts

This statement of the goal of the National Endowment for the Arts, its role and responsibilities in the artistic life of the nation, is rooted in certain fundamental convictions.

These include the belief that there is a response to the world which may be termed aesthetic awareness, a distinctive perception of the aesthetic dimension of our physical and social environment.

This perception is unique to humankind and has existed as a fundamental part of all human societies from the earliest times. It is through the various arts that this perception of the world is sharpened, enlivened, expressed, and developed as a celebration of life in all its forms.

Cultivation of this awareness is a societal good as it quickens the experience of life and enhances its quality. Thus, the condition of the arts is an appropriate concern of the people and hence a proper concern of government. In recognition of this fact, the National Endowment for the Arts was created.

It is not the intention of this statement to define "art." The term is to be understood in its broadest sense; that is, with full cognizance of the pluralistic nature of the arts in America, with a deliberate decision to disclaim any endorsement of an "official" art and with a full commitment to artistic freedom.

The goal of the Endowment is the fostering of professional excellence of the arts in America, to nurture and sustain them, and equally to help create a climate in which they may flourish so they may be experienced and enjoyed by the widest possible public.

Within this goal there are five basic policies which include the following:

I. Individual Creativity and Excellence

To foster creative effort by individual artists:

A. through support for individuals, including non-institutional ensembles, of high artistic talent and demonstrated commitment to their field within the arts;

B. through support of training and development of individual artists.

II. Institutional Creativity and Excellence

To foster creative effort and the development of excellence in the arts in America:

A. through support of institutions for projects and productions of substantial artistic significance, originality, and imagination;

B. through development of staff resources and through support of service organizations that provide technical and informational assistance to artists and institutions for the pursuit and achievement of standards of professional excellence in the arts.

Statement of the National Council on the Arts on Goals and Basic Policy of the National Endowment for the Arts, continued

III. The Living Heritage

To preserve the artistic birthright of present and future generations of Americans by supporting survival of the best of all art forms which reflect the American heritage in its full range of cultural and ethnic diversity.

IV. Making the Arts Available

To insure that all Americans have a true opportunity to make an informed, an educated choice to have the arts of high quality touch their lives so that no person is deprived of access to the arts by reason of:

- Geography
- Inadequate income
- Inadequate education
- Physical or mental handicaps
- Social or cultural patterns unresponsive to diverse ethnic group needs.

V. Leadership in the Arts

With responsiveness to the needs of the field, to provide leadership on behalf of the arts:

A. through advocacy and cooperation with other governmental agencies, on all matters relating to the arts;

B. through advocacy with private institutions to stimulate increasing support for the arts from the private sector;

C. through exploration of effective ways in which the arts may be used to achieve desirable social ends;

D. through enlargement of the public's knowledge, understanding, and appreciation of the arts.

In carrying out these policies, reliance on the tested principle of review by peer panels is critical. To draw upon the judgment and experience of individual artists and other professionals in the arts—particularly those on the National Council, its committees, and the Endowment panels—is essential to establishing policies and making informed decisions in support of the arts.

The principle that financial support from the Endowment be matched by non-federal monies is also central to the manner in which these policies are carried out. While strongly affirming the value of the matching principle, the Endowment should give careful attention to the needs of developing arts groups of special merit which may not be able initially to adhere fully to the matching principle but are otherwise deemed worthy of support.

Information about the Endowment and its programs is contained in the Endowment's *Guide to Programs* which is available from:

Public Information
National Endowment for the Arts
Washington, D.C. 20506

Table of Contents

Introduction	4
Application Review	4
Visual Artists Fellowships	5
We Fund	5
We Do Not Fund	5
Review Criteria	5
Grant Amounts	5
Deadline Dates	6
How to Apply	6
Final Reports	8
Taxability of Fellowships	8
Other Endowment Programs of Interest	9
Application Forms	
Individual Grant Application Form NEA-2 (Rev.)	11
Application Acknowledgment Card	Back Cover

Introduction

The Visual Arts Program assists individuals of exceptional talent working in a wide range of styles and media. It also awards matching grants to visual arts organizations, state and local government units, educational institutions, and other nonprofit, tax-exempt groups.

THIS BOOKLET CONTAINS FISCAL YEAR 1983 and 1984 GUIDELINES FOR INDIVIDUALS ONLY. Support for both visual artists and critical writers in the visual arts will be offered through the Visual Artists Fellowships category.

The Visual Arts Program offers support to organizations through its Visual Artists Organizations, Visual Artists Forums, and Art in Public Places categories. Brief descriptions of these categories can be found under "Other Programs of Interest" on page 9. Detailed information and application instructions are contained in a separate guideline booklet, "VISUAL ARTS/GRANTS TO ORGANIZATIONS," available from the Visual Arts Program.

The Visual Artists Fellowships category has changed significantly from previous years. Please read this booklet carefully. If you have questions, we can be reached at:

Visual Arts Program
National Endowment for the Arts
Washington, D.C. 20506
202/634-1566

Application Review

After applications are received, they are checked for completeness by the Visual Arts Program staff and then reviewed by the appropriate Visual Arts Advisory Panel, a rotating committee of experts in the appropriate visual arts field. Following panel review, the National Council on the Arts makes recommendations to the Chairman of the National Endowment for the Arts for final decision. Applicants are then notified.

Please do not seek information on the status of your application. You will be notified in accordance with the Application Calendar inside the front cover of these guidelines.

When notified of receipt of a fellowship, applicants may request full or partial payment. Details will accompany the grant award letter.

Visual Artists Fellowships

Grants in this category encourage the creative development of professional artists by enabling them to set aside time to pursue their work and to purchase materials and equipment. Fellowships are also available to critical writers in the visual arts.

We Fund

Practicing professional artists of exceptional talent and demonstrated ability working in a wide variety of visual media: conceptual/performance/new genres, video, printmaking/drawing/artists books, painting, photography, sculpture, and crafts.

Also eligible are critical and theoretical writers of exceptional talent and accomplishment in the visual arts fields.

Over the past three years, the Endowment has received between 6,000 and 10,000 Visual Artists Fellowship applications a year. No more than five percent of these applications have been funded per year. Competition is intense. Individuals should be aware that work submitted is reviewed in a rigorous professional context. See also "We Do Not Fund" and "Review Criteria" below.

We Do Not Fund

- Students pursuing graduate or undergraduate degrees.
- Non-professionals who engage in artwork as a hobby.
- Artists who are not citizens or permanent residents of the United States.
- Artists who have received a major fellowship from the Visual Arts Program since October 1980.
- Writers concerned primarily with art historical research. (Art historians whose concerns are primarily scholarly may wish to contact the National Endowment for the Humanities, Washington, D.C. 20506.)

Review Criteria

In reviewing applications, panelists consider the following:

- Quality of applicant's work as demonstrated by visual materials submitted or, for critical writers, articles or essays submitted.
- Record of professional activity and achievement as reflected on the application form and/or by accompanying resume, catalogues, reviews, etcetera.
- Evidence, based on the two factors cited above, that the applicant's work reflects continued, serious, and exceptional aesthetic investigation and will be at a critical point of development during the proposed fellowship period.

Grant Amounts

Fellowships will be awarded, based on the review criteria stated above, for $15,000 and $5,000. At the Panel's discretion, a very limited number of fellowships may be awarded for $25,000.

Deadline Dates

Please review this calendar carefully. Individuals may apply only once, and in only one fellowship area, for any of the 1983-84 application deadlines listed below. Select the application date which corresponds most accurately to the area in which you work.

Fellowship Area	Application Deadline
Conceptual/Performance/New Genres	January 15, 1983
Video	January 15, 1983
Painting	February 4, 1983
Printmaking/Drawing/Artists Books	March 4, 1983
Critical Writing	January 4, 1984
Photography	January 26, 1984
Sculpture	February 15, 1984
Crafts	March 15, 1984

All applications must be postmarked no later than the appropriate deadline indicated above. NO LATE APPLICATIONS WILL BE ACCEPTED. For additional information, see the Application Calendar inside the front cover of these guidelines.

How to Apply for a Visual Artists Fellowship

An individual may submit only one application in this category. If your work involves more than one fellowship area as outlined above, select the one most relevant to your overall concerns, e.g. painting, sculpture, drawing, conceptual, etcetera. All applicants must indicate only one area of pursuit on the application form and on the white cards on the back cover of these guidelines. Your work will be reviewed by a panel of artists who also work in this field.

Fellowship applicants must send the following materials in one package to:

Grants Office/VA
(Visual Artists Fellowships/Area in which you are applying)
National Endowment for the Arts
Washington, D.C. 20506

1. Three copies of the Individual Grant Application Form NEA-2 (Rev.) on pages 11-12 of these guidelines. One copy submitted must be the typed or clearly printed original; the other two should be clear photocopies. All copies submitted must have original signatures. Be sure to keep an additional copy for your own records.

   Under "Period of support requested," the time span may not start before the Earliest Project Beginning Date shown for your area on the Application Deadline Calendar (see inside front cover).

   Please note that no project description is called for on the application form. Applications are reviewed on the basis of visual documentation and other supplementary materials as noted below.

2. Visual documentation and other supplementary materials as outlined in "Special Application Requirements" on the following page.

3. The completed application acknowledgment and other cards which appear on the back cover of these guidelines.

4. Two copies of any final narrative reports on previous Visual Artists Fellowships you may have received, if not previously submitted.

Special Application Requirements

In addition to the items listed above, your application must include visual documentation of your work and other materials as outlined below. Please read this section carefully.

APPLICATIONS NOT ACCOMPANIED BY SLIDES OR APPROPRIATE VISUAL DOCUMENTATION (OR ARTICLES OR ESSAYS IN THE CASE OF CRITICAL WRITERS) ARE CONSIDERED INCOMPLETE AND WILL NOT BE REVIEWED.

- **All applicants**, except artists working in video and conceptual/performance/new genres and critical writers, must send 10 slides relevant to current developments in their work. As panel recommendation is based primarily on slide review, we urge you to use care in the quality and relevance of the slides you submit. When detail is an important concern, include a detailed view among your 10 slides. (See page 8 for instructions on submitting slides.) When titles of work are an important concern, please submit a typed list of titles numbered according to the corresponding slides.

  The application may be supplemented with no more than two catalogues/brochures of recent exhibitions and/or no more than three reviews of recent work. If such materials are submitted, they must accompany the application.

- **Artists specializing in artists books** may supplement slide documentation of their work with no more than two examples of actual work, either a published copy or a photocopy. Do not send originals.

  Artists specializing in artists books may apply under a deadline other than March 4, 1983 if they feel that some other area listed on the Application Calendar above is more relevant to their particular form of artistic expression.

- **Artists working in video or conceptual/performance/new genres** should submit documentation of their work in whatever form is most appropriate, e.g. slides, videotape, film, audiotape, or a scenario. For tapes and films, indicate the beginning of one primary selection (clearly marked selection #1) and of one alternative selection (marked selection #2) which you would like the panel to view. Excerpts may be from the same or from two different tapes or films. Neither segment may run more than 10 minutes. Tapes should be labeled with your name, address, and "Visual Arts Program" on the container and on the tape itself. Videotapes should be one-half inch reel-to-reel or three-fourths inch cassettes. Films should be 8-mm, Super 8, or 16-mm. Do not send original master tapes or films. Send copy prints only.

- **Critical writers** must submit one copy each of three articles or essays (published or unpublished). At least one example must be recent and none may exceed 5,000 words. Individuals submitting published work should provide brief background information on the publication(s) or journal(s) in which the work appeared. Material submitted will be reproduced for the advisory panel. It must, therefore, be clear and legible and on 8½" x 11" paper. Critical writers should also submit a one-page narrative describing current concerns in their work.

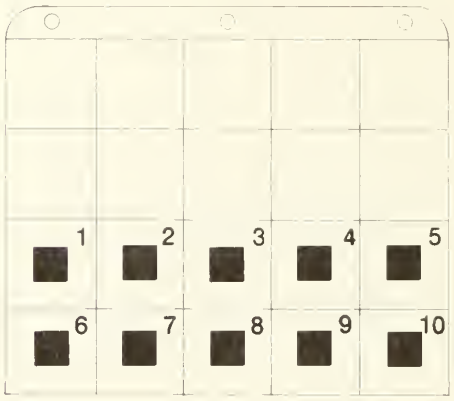
Videotapes and films will be returned. Every effort will be made to handle these materials with care. The Endowment, however, cannot be responsible for any damage or loss that may occur during handling or shipping.

Slides, catalogues, and other application materials noted above will not be returned.

DO NOT SUBMIT ORIGINAL WORK. This includes master tapes, films, slides, photographs, prints, drawings, and books.

Requirements for Submission of Slides

All slides should be 35mm (suitable for carousel projection) and must be placed in a 9″ x 11″ clear plastic sheet for safe handling and easy return. Slides must be arranged as follows; the top of the work must be at the top of the slide in the sleeve.



Do not submit glass slides. Do not use masking tape to label slides. It is extremely important to indicate on each slide:

- Name of artist. (Do not use initials.)
- Date of work.
- Top of work.
- Medium (e.g., oil on canvas).
- Dimension in inches (height preceding width preceding depth).
- Number (1-10 per sample above).
- Title (if applicable).

Artists should retain original slides and have duplicates made for submission with their application. Slides will not be returned. Applications not accompanied by slides where slides are requested will be considered incomplete and recommended for rejection.

Final Reports

Final reports are required of all grantees. If you receive a fellowship, instructions on final reporting will accompany the grant award letter.

Taxability of Fellowships

The Internal Revenue Code provides that certain fellowships to individuals who are not candidates for degrees are tax deductible, but only up to a certain amount and for a limited period of time. The Endowment cannot advise you about the deductibility of all or any portion of a fellowship, should one be awarded to you. Advice should be obtained from your own tax counselor or local Internal Revenue Service office.

A pamphlet entitled "Tax Information for U.S. Scholars" is generally available at any Internal Revenue Service office. The booklet might be helpful in preparing an application for a fellowship.

Other Endowment Programs of Interest

If you are interested in contacting any of the programs described below, call the number provided or write:

_____ (Appropriate Program Name)
National Endowment for the Arts
Washington, D.C. 20506

Visual Arts/Grants to Organizations

The Visual Arts Program provides support to organizations that serve artists, craftspersons, and photographers through the categories outlined below. (202/634-1566)

The Visual Artists Organizations category assists groups, originated by or for artists, which provide an organizational structure and atmosphere conducive to artistic experimentation and dialogue. Support is available for exhibitions, working facilities, services, and artists' fees.

Visual Artists Forums supports projects that promote discourse among visual artists and/or between artists and the public. Visiting artists series, symposia, short-term workshops, and noncommercial publications that contribute to the national dialogue on contemporary art are among the areas funded.

The Art in Public Places category offers support for projects designed to make the best contemporary art accessible in public places other than museums and to provide new challenges and opportunities for living American artists of exceptional talent and achievement. Public art projects focusing on newly created work as permanent features of public sites and planning activities designed to explore the potential of public art projects are both eligible.

Artists in Education

The Artists in Education Program places professional artists in educational settings and responds to other arts in education issues. Visual artists are included in the program. For information, contact your state arts agency or the Endowment's Artists in Education Program. (202/634-6028)

Design Arts

The Design Arts Program offers fellowships to professional designers and other individuals working in the fields of architecture, landscape architecture, urban design and planning, interior design, industrial design, graphic design, and fashion design. (202/634-4276)

Expansion Arts

The Expansion Arts Program supports professionally-directed arts organizations of high artistic quality which are deeply rooted in and reflective of the culture of a minority, inner city, rural, or tribal community. (202/634-6010)

Folk Arts

The Folk Arts Program offers assistance for the presentation and documentation of traditional arts and artists. (202/634-4282)

Inter-Arts

The Inter-Arts Program assists arts projects and organizations which involve two or more arts disciplines. Funds are available for presenting organizations, artists colonies, service organizations and projects, and interdisciplinary arts projects. (202/634-6020)

Media Arts: Film/Radio/Television

The Media Arts Program offers assistance to individuals and nonprofit organizations involved in film, video, radio, and television. (202/634-6300)

Museums

The Museum Program offers assistance for a variety of museum projects primarily of artistic significance. Special exhibitions, catalogues, and educational and other outreach projects are among the activities assisted. (202/634-6164)

Music

The Composers category of the Music Program offers fellowships to composers and to creative artists, including visual artists, working with composers. (202/634-6390)

International Exchange Fellowships

Five fellowships for work and study in Japan are awarded each year to American artists in various disciplines. Exchange programs with other countries may be established in the future. Fellowships are awarded to outstanding mid-career practicing artists who show promise of becoming leaders in their field. They cover six-to-nine-month residencies in Japan.

Artists applying under the Visual Artists Fellowship category will automatically be eligible for consideration for the exchange program. The Visual Arts Program fellowship advisory panels will recommend one or two artists in each fellowship area for consideration by the American Selection Committee.

Only recommended artists will be notified. This notification will follow the same time schedule as the announcement dates for each of the fellowship areas. A representative of the American Selection Committee will write to recommended artists to obtain additional information.

Recommendation for a US/Japan Fellowship will not affect your application for a Visual Artists Fellowship.

For further information, contact:

International Activities
National Endowment for the Arts
Washington, D.C. 20506
202/634-6380

The Business of Art and the Artist

The Arts Endowment and the U.S. Small Business Administration have developed an SBA-run program to give technical business and marketing assistance to visual artists and their service organizations. The program is co-sponsored by SBA District Offices and local arts groups. Information on "The Business of Art and the Artist" program can be obtained from the Assistant District Director for Management Assistance at any local Small Business Administration office.

Visual Artists Fellowships

Individual Grant Application Form NEA-2 (Rev.)

Three copies of this form must be mailed with other required materials under one cover to: Grants Office/Visual Artists Fellowships (Area in which you are applying), National Endowment for the Arts, Washington, D.C. 20506

1. Name (last, first, middle initial)

2. Mailing Address

Phone: (home)
(work)

3. Fellowship area in which you are applying:

____painting
____sculpture
____video
____printmaking
____drawing
____artists books
____conceptual
____performance
____new genres
____photography
____crafts
____functional
____non-functional
____critical writing

4. U.S. Citizenship

☐ Yes (Social Security Number*:_____)

☐ No (Visa Number:_____)

5.

_____
Birth date

_____
Place of birth

6. Period of support requested:

Starting _____
month day year

Ending _____
month day year

7. Career summary/background (NOTE: Additional space on reverse side of this form. Please complete in space provided.)

*The social security number is used only as an identifier in the grants administrative process. Failure to provide this information could result in administrative delays in processing the application.

7. Career summary/background (continued)

8. Education

Name of institution	Major area of study	Inclusive dates	Degree

9. Fellowships or grants previously awarded

Name of award	Area of study	Inclusive dates	Amount

10. Present employment

Employer	Position/Occupation	Total income last calendar year

11. Prizes/Honors received	12. Membership professional societies

13. Certification: I certify that the foregoing statements are true and complete to the best of my knowledge.

x _____ _____

Signature of applicant Date

Privacy Act
The Privacy Act of 1974 requires us to furnish you with the following information:
The Endowment is authorized to solicit the requested information by Section 5 of the National Foundation on the Arts and the Humanities Act of 1965, as amended. The information is used for grant processing, statistical research, analysis of trends, and for congressional oversight hearings. Failure to provide the requested information could result in rejection of your application.

National Endowment for the Arts
Washington, D.C. 20506

Official Business

Postage and
Fees Paid
National Endowment
for the Arts

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Visual Artists Fellowships

Please check the area in which you are applying.

Visual Artists Fellowships

_____painting
_____sculpture
_____video
_____printmaking
_____drawing
_____artists books
_____conceptual
_____performance
_____new genres
_____photography
_____crafts
_____functional
_____non-functional
_____critical writing

cut here

Visual Artists Fellowships

Please check the area in which you are applying.

Visual Artists Fellowships

_____painting
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_____artists books
_____conceptual
_____performance
_____new genres
_____photography
_____crafts
_____functional
_____non-functional
_____critical writing

FY 83/84 Visual Artists Fellowships **Application Acknowledgment Card**

All fellowship applicants must complete and return in their application package all three cards below.

Please self-address the reverse side of this card before enclosing it in your application package. This card will be returned to you to acknowledge receipt of your application by the Visual Arts Program.

Endowment Use Only

Application Number—_____ Date_____

Fellowship applicants should complete BOTH SIDES of this card and the one below.

Visual Artists Fellowships
(Notification will be sent to this address)

Mr. ☐
Name Ms. ☐
_____
Last First Middle

Address _____

_____
City State Zip Code

Phone ( ) Age _____

Fellowship area _____

Visual Artists Fellowships
(Notification will be sent to this address)

Mr. ☐
Name Ms. ☐
_____
Last First Middle

Address _____

_____
City State Zip Code

Phone ( ) Age _____

Fellowship area _____

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